

**Graduate Council
Minutes
November 1, 2019**

The Graduate Council met on Friday, November 1, 2019 at 1:00 pm in the UC Dogwood Room.

Members present: J. Bowers-Campbell, J. Campbell, M. Claxton, B. Gehrig, L. Hammer (Sarah Bryan proxy), Y. Hillon, J. Hyman, B. Kloeppel, R. Laboray, David McCord (Jon Campbell proxy), T. Orr, C. Parrish, A. Perry, S. Rader, H. Rimes, T. Rogers, R. Scales, M. Snyder, and P. Yanik

Members absent: J. Crolley-Simic, D. Hudson, F. Razzaghi, A. Rutishauser, and Y. Yan

Others present: R. Stiles, D. Steinbicker

Approval of the Minutes Motion and second to approve the minutes for the October 11, 2019 meeting. Motion passed.

Program Updates

The Graduate Student Association (GSA) fall term travel grant application reviews are complete. A request to increase the travel grant budget from \$20,000 to \$25,000 was approved. GSA was able to fund \$8,085 for fall travel.

The Graduate Student Association hosted a Social Networking night on October 30 during Graduate Education week. GSA's event went well with both graduate and undergraduate students attending the event.

Financial Aid announced that the FAFSA is available for 2020-21. Scholarship applications for 2020-21 are now available.

The College of Business AACSB accreditation process is beginning.

The MPA program accreditation self-study is beginning.

Graduate School Open House registration numbers continue to increase. Attendance at Open House has been very good.

Graduate School requested program director business cards to distribute at recruiting events.

Undergraduate Admissions has completed their move back to the HFR Building and the new office space is more welcoming than the old space.

Psychology is hosting a speaker, Thomas Joiner, on the topic of "Why People Die By Suicide."

A Biology student, Molly Gooden, took 2nd place in the 3MT!

Academic Policy and Graduate Faculty Review

The following nominations required more information from the department head. The following persons were approved by the Graduate Faculty Review Committee as members of the graduate faculty and came as a seconded motion for approval and were approved after email clarification on credentials.

Dr. Mary-Rose Papandrea Human Services Affiliate
Dr. Diane Villwock Human Services Affiliate

The Academic Policy and Graduate Faculty Review Committee and Graduate Council discussed the need to better define the Affiliate Graduate Faculty Status document to address the Affiliate Graduate Faculty status and whether or not that is a status that can teach.

Curriculum Review

The following curriculum items were reviewed by the Curriculum Committee and came as a seconded motion for approval and were approved.

Health Sciences (M.H.S.):

Revision of Nutrition Concentration courses; Total credit hours in the core will be 15 and total credit hours in each concentration will be 18. There will be 0 credit hours in the Completion Option, as this option can now be removed.

The Dietetic Internship (DI) program has been a 10 month, stand-alone, non- The Commission on Dietetic Registration (CDR) provided action to change the degree requirement for dietetic registration eligibility from a baccalaureate degree to a master's degree effective January 1, 2024.

The long-term plan (5-10 years) is to offer an MS in Nutrition degree. The proposed MHS-ND concentration uses existing courses and the MHS core to align with the credit hours of other MHS concentrations, along with a specific set of ND concentration courses all ND concentration students will take. The supervised practice components (i.e. practicums) align with accreditation requirements. What was once a non-degree dietetic internship (DI) will now result in earning a master's degree with a Nutrition (ND) concentration.

Financial Assistance

The Financial Assistance Committee

Dean Kloeppe requested the Financial Assistance Committee investigate the approved uses of the \$10 marketing funds collected from Graduate School application fees. David Steinbicker, Associate Vice Chancellor of Fiscal Affairs, attended the meeting to discuss a new decision regarding the \$10 application fees that are transferred to graduate programs for recruitment purposes. In recent discussions with Undergraduate Admissions for the same recruitment purposes, the \$10 app fees are approved to use, at the program level, for providing refreshments during the applicant interviews on a WCU campus. Please use our Aramark vendor for catering. David will inform our Controller, Greg Plemmons, of this revised decision.

The Board of Governors sets the rules for our use of application fees funding and we must follow all state guidelines when spending.

Census Day for Fall 2020 is the deadline for the Graduate Excellence Awards.

Question: Where does the award money for the 3MT awards come from and can the students receive funding for travel to a conference within their discipline instead of the Conference of Southern Graduate Schools? Graduate Student Association awards the travel funding for the next competition level at the CSGS Annual Meeting in the spring.

Dean Report

Academic Year Registration status update

We already have 944 graduate students enrolled for Spring 2020 which is 57% of our Spring 2020 census goal and 66% of the Student Credit Hours census goal.

One concern raised: NC Promise makes Undergraduate teaching schedules and assignments more volatile with unknown needs. It is difficult to mesh surprise Undergraduate teaching schedule needs with established Graduate School registrations.

Search update for the Graduate School Director of Marketing and Recruiting

The search is ongoing. The committee members are Ashley Beavers, Don Strickland, Joy Bowers-Campbell, Karena Cooper-Duffy, Kelly McIntyre, Pan Riggs, and Brian Kloeppe. The position listing closes Friday of next week, 8 November 2019.

Announcement: Carmen Huffman is the new interim associate dean in the College of Arts and Sciences. She will also maintain her Graduate Program Director status with assistance from the department.

We are getting ready to send out the Graduate Assistantship requests for Fall 2020 so Brian can hopefully provide allocation confirmations prior to the Christmas 2019 holiday. The Graduate Assistantship budget has not changed.

Associate Dean Report

Status update of Graduate Assistant online hiring and onboarding

The new online hiring process for Graduate Assistants has been successful in the testing phase. The next step is for programs to provide current job descriptions. Brian Kloeppe will send an email request for the descriptions. Alicia Estes in Human Resources and Payroll has volunteered to enter the job descriptions into the Talent Management System for us.

Update on the January Program Directors Workshop

In response to the surveys from the Fall 2019 Program Directors Workshop, we will host two workshops in Cullowhee in January and one in Biltmore Park. The format will be more discussion amongst the program directors in each location. Graduate School will provide more general announcement information to program directors via email.

Agenda

Two Graduate Council member volunteers for the Hunter Scholar Selection Review Committee

Scott Rader and Melissa Snyder volunteered to serve on the Hunter Scholar Selection Review Committee.

Discussion of graduate student professional development course

Brian Kloeppe requested feedback on a professional development course for students for the 3 Minute Thesis and other professional development opportunities. Brian sees this course as an opportunity to help students hone skills and learn and use the course as professional development.

Discussion items:

How to code the interdisciplinary course? Could Graduate School list the course or another Graduate Program and College? Would students pay for this? Who would teach it? The Associate Dean, Joy Bowers-Campbell, would teach the course and it would be offered as an online course. What would the teaching qualifications be? What would course content be?

Some programs are already providing professional development to their students. Proximity for WCU students is a challenge: 48% of our graduate students are online and approximately 800 students take some or all of their classes at Biltmore Park.

Discussion of Graduate Articulation Agreements

Master's of Athletic Training is considering an articulation agreement similar to the Honors College Advantage

Graduate Council Agenda Topics

Please send Dean Kloeppe Graduate Council agenda topics for the 2019-20 academic year.

The meeting was adjourned at 1:45 pm.

Submitted by – Roxane Stiles

Please note: All attachments are on file in the Graduate School.